



Business Board of Directors Meeting Minutes October 16, 2025

Commission Members Present: Coty Dunten, Patrese Griffin (arrived before 5:30pm), and Gwendolyn Hooker

Commission Members Absent: David Anderson and Kizzy Bradford

Kalamazoo County Commissioner Present: None

Kalamazoo County Staff Present: None

Administrative Service Provider and Recording Secretary Present: Holly Dean, and Lisa Willcutt

Call to Order and Roll Call

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue by President Griffin at 5:37pm. Dean conducted the roll call.

A motion was made to excuse Anderson's and Bradford's absence.

Motion by Dunten

Support by Hooker

Motion approved

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Hooker

Support by Dunten

Motion approved

Approve Minutes of the September 4, 2025 Meeting

Griffin asked for approval of the meeting minutes from September 4, 2025. The minutes were approved as submitted.

Motion by Hooker

Support by Dunten

Motion approved

Approve Revised Minutes of the August 7, 2025 Meeting

Griffin asked for approval of the revised meeting minutes from August 7, 2025. The minutes were approved as submitted.

Motion by Dunten

Support by Hooker

Motion approved



Public Comment on Agenda Items and Non-Agenda Items

None

Reports

Financial Reports

The September 2025 financial reports were distributed prior to the meeting and were summarized by Willcutt. A motion was made to accept the financial reports as submitted.

Motion by Dunten

Support by Hooker

Motion approved

Bethany House – A written report was distributed prior to the meeting and noted that no significant work occurred during the month.

Veterans Initiative – A written report was distributed prior to the meeting and noted no significant work occurred during the month.

FUSE – A written report of activity was distributed prior to the meeting and noted that no significant work occurred during the month.

Sugarloaf – A report was not given as Ashleigh Tomak from HOPE thru Navigation was absent during the meeting.

Old Business

2015 Millage – Creating Permanent Housing – Sugarloaf

Vice President Hooker provided a verbal update for the Board. She stated that three homes would be available, and that there are three families ready to move in once the homes are ready. A modified contract for supportive services was distributed prior to the meeting. A brief discussion amongst the commissioners took place regarding the contract. A motion was made to approve the modified contract for supportive services.

Motion by Dunten

Support by Hooker

A roll call vote was taken by Willcutt

Hooker - Abstain

Dunten – Yes

Griffin - Yes

Motion approved

Liability Insurance Bethany House, FUSE, and Keystone – Due to Anderson's absence, President Griffin agreed to table this to next month's meeting.



**Kalamazoo County
Public Housing Commission**

Memorandum of Understanding with Kalamazoo County – A written Memorandum of Understanding between the Kalamazoo County Public Housing Commission and Kalamazoo County was distributed and discussed during the meeting. A motion was made to approve the Memorandum of Understanding with minor grammatical revisions made.

Motion by Hooker

Support by Dunten

Motion approved

New Business

Review Draft 2026 Budget – A written Draft 2026 Budget was distributed and discussed during the meeting. The Board made a couple of recommendations that Willcutt will add to the budget for the next meeting.

Public Comment on Agenda and Non-Agenda Items

None

Commissioner Member Comments

Vice President Hooker informed the Board that the Walk 4 the Voiceless would be held on 10/25/25. The walk is to bring awareness to the people lost due to overdose. Hooker stated that this year is the 10th annual walk. She also informed the Board that there will be training for youth on how to administer Naloxone in case of overdose.

Secretary Dunten stated that Kalamazoo Public Schools will be hosting the 2025 PromiseNet Conference. The conference runs from November 9 – 11th. There will be opportunities for an open forum as well as a gala.

President Griffin let the Board know that the Kalamazoo County Continuum of Care is engaging in a 5-year plan to end homelessness in Kalamazoo County. She encouraged everyone to visit kzoococ.org to learn more.

Meeting Adjourned: 6:11pm

Submitted by: Holly Dean